



16 Dec 2019 / Downtown Site / Jake Smiths

Patch Management Checklist

Complete

Inspection score	Failed items	Created actions
90.91%	0	1

Conducted on 📅 16th Dec, 2019 ⌚ 4:00 PM +08
System Owner Downtown Site
Prepared by Jake Smiths
Site 5626 Stevens Creek Blvd, Cupertino, CA 95014, USA

Actions

1 Action

SafetyCulture Staff created a High priority action

ToDo  16th Dec, 2019 5:40 PM +08

Hello Shine! We need urgent action. We did a partial deployment so today patch is not yet site-wide and found an issue with the computers automatically shutting down. We reverted the impacted assets to previous version and they are now working fine.

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Issues encountered?

Checklist / Patch Management

Checklist

1 Action 90.91%

Patch Management

1 Action

Inventory data on all network assets are gathered and consolidated	Done
Aware of the intent and impact of the change/s	Done
Identify vulnerabilities	Done
Deploy the patch to the test group	Done
Monitor and record the patch status on the test group	Done
Review the impact of the patch and be aware of the downtime and alerts	Done
Prepare mitigation for any issues during or after patch deployment to operations	Done
Deploy the patch	Done
Monitor and record the patch status on operations	Done
Issues encountered?	Yes
<p>– Notes</p> <p>Deployment is not site-wide and we were able to identify an issue that was not encountered during testing and our mitigation is to revert to previous version.</p> <p>– Actions</p> <p>ToDo Hello Shine! We need urgent action. We did a partial deployment so today patch is not yet site-wide and found an issue with the computers automatically shutting down. We reverted the impacted assets to previous version and they are now working fine.</p>	
Implement corresponding mitigation for the issue/s	
Generate patch reports	Done

Completion

Comments/Recommendations
Patch deployment to a quarter of the total assets at the downtown site. Issue encountered to we reverted to previous version. Shine will fix the issue so we can proceed with the deployment.

Name and Signature

A handwritten signature in black ink, appearing to be 'JS', enclosed in a rounded rectangular box.

Jake Smiths

16th Dec, 2019 4:47 PM +08